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Risk Reduction and Environmental Stewardship— Remediation Services

Desk Instruction

Managing Sample Data Updates

Revision Log

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Managing Sample Data Updates

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List of Acronyms and Abbreviations

DI	desk instruction
LANL	Los Alamos National Laboratory
QII	Quality Integration and Improvement Team
QPPL	quality program project leader
RRES-RS	Risk Reduction and Environmental Stewardship—Remediation Services

Managing Sample Data Updates

1.0 PURPOSE

This Desk Instruction (DI) is a guidance document that states the responsibilities and describes the process of Sample Data Updates for the Risk Reduction and Environmental Stewardship, Remediation Services (RRES-RS) project.

2.0 SCOPE

- 2.1 **Data Specialists and Database Administrators** should implement this DI when performing legacy Sample Data Updates for the RRES-RS project.
- 2.2 **Subcontractors** performing work activities for the RRES-RS should follow this DI.

3.0 TRAINING

- 3.1 All **users** of this DI train by reading the DI; documentation of training is necessary using Personnel Training and Acknowledgment Form, QP-2.2, R1.
- 3.2 The responsible **supervisor** may monitor the proper implementation of this DI.

4.0 DEFINITIONS

- 4.1 *Desk Instruction*—Within the RRES-RS project, a DI is a document that documents the process for performing a work activity.
- 4.2 *ERDB_PROD* - The transactional database in which samples are tracked from the planning of a sampling event, through field QA, and ending with validation of chemical results.
- 4.3 *GET_SAMPLES* - MS-Access query, offering a filtered subset of SAMPLE_DATA_REVIEW, where all records displayed require updating.
- 4.4 *Sample collection log (SCL)* - Form, filled out by field team member, giving specific information per sample. See definition in ER Project library.
- 4.5 *SAMPLE_DATA_REVIEW* - Temporary MS-Access table, located in [\\ER5\AAA\Field_QA_DataBases\FIELD_DATA_QA_YEAR_2002_PROCESSES\SAMPLE_QC_TEMPLATES.mdb](#) and created for legacy field QA review. Field QA team members use this table to review and verify electronic field data and enter updates to be made to tables within ERDB_PROD

- 4.6 *zz_GET_SAMPLES* - Temporary table, on ERDB_PROD, used to store sample updates during the update process.

5.0 RESPONSIBLE PERSONNEL

The following personnel are responsible for activities identified in this procedure:

- Data specialist
- DBA (Database administrator)
- Supervisor
- User

6.0 PROCEDURE

- 6.1 In the legacy field QA review process data specialist identifies and verifies, from relevant SCL, changes that need to be made to one or more sample.
- 6.2 Data specialist makes required changes to *SAMPLE_DATA_REVIEW*, via *GET_SAMPLES*.

6.2.1 Changes to *SAMPLE_HDR*

6.2.2 Changes to *SAMPLE_HDR_QC*

6.2.3 Changes to *SAMPLE_DETAIL*

6.2.4 Update *SAMPLE_DATA_REVIEW.RECORD_FLAG* to 'Y'

Note – this indicates that the Field QA team has verified the sample and one or more related fields require updating.

- 6.3 Once a week, DBA, looks at *GET_SAMPLES*, filtering to only examine records where *RECORD_FLAG* = 'Y'
- 6.4 Fifteen minutes before beginning update process, DBA sends email to Field QA team indicating that (s)he is about to begin updates, and that all Field QA team members should finalize their updates to *SAMPLE_DATA_REVIEW*, and refrain from making updates until further notice.
- 6.5 DBA imports the contents of *GET_SAMPLES*, where *RECORD_FLAG* = 'Y', into *zz_GET_SAMPLES*.
- 6.6 DBA performs updates.

Note: For relevant SQL scripts used in the below updates, please refer to Attachment A

6.6.1 updates to *SAMPLE_HDR*

6.6.2 updates to *SAMPLE_HDR_QC*

- 6.6.3 updates to SAMPLE_DETAIL
- 6.6.4 Updates of LOCATION_NAME
 - 6.6.4.1 Where the LOCATION_NAME given in SAMPLE_DATA_REVIEW differs from that mapped to SAMPLE_DETAIL.ULI, SAMPLE_DETAIL.ULI is updated to map to the new location value.
- 6.6.5 Updates where GET_SAMPLES.SAMPLE_HDR_QC = 'NOANYL'
 - 6.6.5.1 When this occurs, 'Potentially NO ANYL' is appended to SAMPLE_HDR.COMMENTS for the sample in question.
- 6.7 DBA updates SAMPLE_DATA_REVIEW, for all updated samples
 - 6.7.1 Updates SAMPLE_DATA_REVIEW.SAMPLE_HDR_QC
 - 6.7.1.1 Where RECORD_FLAG = Y, set to DI426
 - 6.7.1.2 Where RECORD_FLAG = T, set to DI426T
 - 6.7.1.3 Where RECORD_FLAG = R set to DI426R
 - 6.7.2 Sets RECORD_FLAG = 'A'

This indicates that the sample in question has been successfully updated
- 6.8 DBA emails Field QA team
 - 6.8.1 Includes list of USIs of samples updated
 - 6.8.2 List of any issues encountered
- 6.9 Field QA team resumes reviewing and editing samples

7.0 RECORDS

No records produced.

8.0 REFERENCES

To properly implement this DI, **RRES-RS project participants** should become familiar with the contents of the following documents, located at http://erinternal.lanl.gov/home_links/Library_proc.shtml:

- RRES-RS Project Quality Management Plan

9.0 ATTACHMENTS

Attachment A: Relevant SQL Scripts, 2 pages

[Using a token card, click here to record "self-study" training to this procedure.](#)

If you do not possess a token card or encounter problems, contact the RRES-ECR training specialist.

Attachment A: Relevant SQL Scripts

Updates to SAMPLE_HDR:

update

```
SAMPLE_HDR set SAMPLE_HDR.sample_tech_code =  
z.sample_tech_code, SAMPLE_HDR.fld_prep_code =  
z.fld_prep_code, SAMPLE_HDR.fld_matrix_code =  
z.fld_matrix_code, SAMPLE_HDR.fld_qc_type_code =  
z.fld_qc_type_code, SAMPLE_HDR.sample_usg_code =  
z.sample_usg_code, SAMPLE_HDR.compos_type_code =  
z.compos_type_code, SAMPLE_HDR.excav_flag = z.excav_flag,  
SAMPLE_HDR.wtr_src_flow_flag = z.wtr_src_flow_flag,  
SAMPLE_HDR.eval_class_code =  
z.eval_class_code, SAMPLE_HDR.comments = CAST(z.comments as  
varchar(500)), modified_date = GETDATE(), modified_by = user_name(),  
SAMPLE_HDR.WEB_FLAG = 3 from SAMPLE_HDR join  
zz_GET_SAMPLES z on (z.USI = SAMPLE_HDR.USI)
```

Updates to SAMPLE_HDR_QC:

When RECORD_FLAG = Y

update

```
SAMPLE_HDR_QC_STATUS set SAMPLE_HDR_QC = 'DI426',  
SAMPLE_TECH_CODE_QC = a.sample_tech_code_qc, fld_prep_code_qc =  
a.fld_prep_code_qc, fld_matrix_code_qc = a.fld_matrix_code_qc,  
fld_qc_type_code_qc = a.fld_qc_type_code_qc, sample_usg_code_qc =  
a.sample_usg_code_qc, compos_type_Code_qc = a.compos_type_code_qc,  
excav_flag_qc = a.excav_flag_qc, wtr_src_flow_flag_qc =  
a.wtr_src_flow_flag_qc, eval_class_code_qc = a.eval_class_code_qc,  
modified_date = GETDATE(), modified_by = user_name() from  
SAMPLE_HDR_QC_STATUS  
  
join zz_GET_SAMPLES a on (a.USI = SAMPLE_HDR_QC_STATUS.USI)  
where a.RECORD_FLAG = 'Y'
```

When RECORD_FLAG = T

update

```
SAMPLE_HDR_QC_STATUS set SAMPLE_HDR_QC = 'DI426T',
SAMPLE_TECH_CODE_QC = a.sample_tech_code_qc, fld_prep_code_qc =
a.fld_prep_code_qc, fld_matrix_code_qc = a.fld_matrix_code_qc,
fld_qc_type_code_qc = a.fld_qc_type_code_qc, sample_usg_code_qc =
a.sample_usg_code_qc, compos_type_Code_qc = a.compos_type_code_qc,
excav_flag_qc = a.excav_flag_qc, wtr_src_flow_flag_qc =
a.wtr_src_flow_flag_qc, eval_class_code_qc = a.eval_class_code_qc,
modified_date = GETDATE(), modified_by = user_name() from
SAMPLE_HDR_QC_STATUS
join zz_GET_SAMPLES a on (a.USI = SAMPLE_HDR_QC_STATUS.USI)
where a.RECORD_FLAG = 'T'
```

When RECORD_FLAG = R

update

```
SAMPLE_HDR_QC_STATUS set SAMPLE_HDR_QC = 'DI426R',
SAMPLE_TECH_CODE_QC = a.sample_tech_code_qc, fld_prep_code_qc =
a.fld_prep_code_qc, fld_matrix_code_qc = a.fld_matrix_code_qc,
fld_qc_type_code_qc = a.fld_qc_type_code_qc, sample_usg_code_qc =
a.sample_usg_code_qc, compos_type_Code_qc = a.compos_type_code_qc,
excav_flag_qc = a.excav_flag_qc, wtr_src_flow_flag_qc =
a.wtr_src_flow_flag_qc, eval_class_code_qc = a.eval_class_code_qc,
modified_date = GETDATE(), modified_by = user_name() from
SAMPLE_HDR_QC_STATUS
join zz_GET_SAMPLES a on (a.USI = SAMPLE_HDR_QC_STATUS.USI)
where a.RECORD_FLAG = R
```

Updates to SAMPLE_DETAIL:

update

```
SAMPLE_DETAIL set top_depth = b.top_depth, bottom_depth =
b.bottom_depth, depth_uom = b.depth_uom, start_date_time =
b.start_date_time, end_date_time = b.start_date_time, modified_date =
GETDATE(), modified_by = user_name() from SAMPLE_DETAIL join
zz_GET_SAMPLES b on (b.usi = SAMPLE_DETAIL.USI)
```